

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY
BOARD OF EDUCATION REGULAR MEETING
Monday, June 12, 2023 – 7:00 PM**

A G E N D A

I. Call to Order: The New Jersey Open Public Meeting Act of 1975 was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of the Act, Harrison Township Board of Education has caused notice of the meetings to be published by having the dates, time, and place thereof posted on the Harrison Township School District website, at the Harrison Township School Building, and mailed to the Township Municipal Clerk, the South Jersey Times, and the Courier Post.

The Regular Meeting of the Harrison Township Board of Education will be called to order at _____ p.m. on Monday, June 12, 2023.

II. Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

Attendance:

_____ Missy Peretti _____ Robert Scharlé _____ Other _____

III. Flag Salute: I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.

IV. President’s Welcome:

V. Audience Participation I: The Board President will recognize those individuals who wish to comment on the agenda items. Please respect the following procedures:

- 1) Be recognized by the Board President.
- 2) State your full name and address.
- 3) Identify the agenda item you wish to comment on.
- 4) Wait to be recognized before making your comments.
- 5) Limit your comments to specific items.

VI. Approval of Minutes:

It is recommended that the Board of Education approve the following action items:

- 1. Approval of minutes of the May 22, 2023 Regular and Executive Sessions of the Board of Education Meeting. (*Attachment: Min. #1*)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

VII. Committee Reports:

- 1. Standing Committees
 - a. Finance – Walter Bright
 - b. Curriculum – Stacey Muscarella
 - c. Personnel – Shannon Williams
 - d. Negotiations – Jennifer Bowen
 - e. Board Development – Marissa Straccialini
- 2. Ad Hoc Committees
 - f. Public Relations – Cristie Clark
 - g. School Safety – Cristie Clark
 - h. Shared Services – Sean Henderson
 - i. Transportation – Janette Coslop
- 3. Delegate/Representative Reports (if any)

VIII. Correspondence: (*Copies of Correspondence are included in backup materials*)

- 1. Email from Lauren Gill received May 29, 2023 re: resignation.
- 2. Letter from Linda Pennypacker received June 2, 2023 re: resignation.
- 3. Letter from Beth Ann Stanton received June 7, 2023 re: resignation.

IX. Business Administrator’s Report:

- A. Finance

It is recommended that the Board of Education approve the following action items:

- 1. Appropriation Adjustment List for May 2023. (*Attachment: Fin. #1*)
- 2. Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 2023. The Cash Reconciliation Report and Secretary’s Reports are in agreement for the month of May 2023. (*Attachment: Fin. #2*)
- 3. Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of May 2023. The Board Secretary certifies that no line item has been over expended in violation of N.J.A.C. 6A:23A-16.10 (c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. (*Attachment: Fin. #3*)
- 4. Board Secretary in accordance with N.J.A.C. 6A:23A-16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

5. Board of Education Certification – pursuant to N.J.A.C. 6A:23A-16.10 (c) 4. We certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23-16.10 (b) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.
6. Payment of Bills:
 - a. May 2023 Ratified Bill List \$1,688,680.87 (*Attachment: Fin. #6a*)
 - b. June 2023 Bill List \$171,670.22 (*Attachment: Fin. #6b*)
7. Approval of the report of 2023-2024 Anticipated Contracts as required by P.L. 2015 Chapter 47. (*Attachment: Fin. #7*)
8. Approval of resolution to cancel old outstanding checks. (*Attachment: Fin. #8*)
9. Approval to comply with USDA and NJ Department of Agriculture directive to set the student lunch price for the 2023-2024 school year as follows (10 cent increase – same increase as last year):

Student Lunch	\$3.15
Milk	.40
Adult Lunch	\$4.10

10. Consolidated Food Service Report for April 2023. (*Attachment: Fin. #10*)
11. Approval of resolution to transfer an amount not to exceed \$200,000 (if available) to Capital Reserve to supplement the cost of a future roof replacement at PVS. (*Attachment: Fin. #11*)
12. Acceptance of the following grant awards for the 2023-2024 school year:

<u>ESEA Grant</u>	<u>Total</u>
Title I A Basic	\$123,410.00
Title II A	23,484.00
Title III	736.00
Title IV	<u>10,000.00</u>
TOTAL	<u>\$157,630.00</u>

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

X. Superintendent's Report:

A. Personnel

The Superintendent recommends to the Board of Education the approval of the following action items:

1. Acceptance of the resignation of Lauren Gill, Kindergarten Teacher at Harrison Township School, effective July 1, 2023.
2. Acceptance of the resignation of Linda Pennypacker, General Aide at Pleasant Valley School, effective June 14, 2023.
3. Acceptance of the resignation of Beth Ann Stanton, Bus Driver for the District, effective June 14, 2023.
4. Approval of the employment of Devon Nolt, of Blackwood, as a Full-Time Teacher at Pleasant Valley School, effective September 1, 2023 through June 30, 2024 with salary established at BA, Step 3 (\$53,187.00), plus benefits, in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances.
(Attachment: Pers. #4)
5. Approval of the employment of Lucia Petrongolo, of Williamstown, as a Full-Time Teacher at Harrison Township School, effective September 1, 2023 through June 30, 2024 with salary established at BA, Step 5 (\$54,087.00), plus benefits, in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances. *(Attachment: Pers. #5)*
6. Approval of the employment of Kelsey Minniti, of Mickleton, as a Full-Time Special Education Teacher, effective September 1, 2023 through June 30, 2024 with salary established at BA, Step 10 (\$73,764.00), plus benefits, in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., pending receipt of required clearances.
(Attachment: Pers. #6)
7. Approval of the Step/Level Adjustment for Melinda Gerkens from MA+15, Step 12 to MA+30, Step 12, salary to be established in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2023.
8. Approval of the Step/Level Adjustment for Erin Durkin from BA, Step 2 to BA+15, Step 2, salary to be established in accordance with the 2022-2025 contract between H.T.E.A. and H.T.B.O.E., effective September 1, 2023.
9. Approval of Kaitlyn Hogan, Speech-Language Specialist, to provide speech services to students in ESY at the rate of \$44.00 per hour during ESY – July 10, 2023 through August 3, 2023.
10. Approval of Dana Savvas as Special Education Teacher Assistant and Aide to provide support for our Special Education Extended School Year students in grades PK through six. Monday through Thursday 8:45-12:15 July 10, 2023 to August 3, 2023 at Harrison Township School. Teacher Assistants and Aides receive compensation for 3.5 hours per day at the rate of \$18.50 per hour. Compensation is based on the negotiated HTEA contract.

11. Approval of Susan Jones, Substitute School Nurse to provide support for our ESY students Monday through Thursday (8:45-12:15) July 10, 2023 through August 3, 2023 at \$44.00 per hour and 3 hours of pre- and 2 hours of post-planning non-student contact time at \$22.77 per hour.
12. Approval of the employment of Dylen Rodriguez, of Mantua, as Summer Substitute Custodian effective June 1, 2023 through September 30, 2023, on an as-needed basis, at the approved hourly and daily rate.
13. Approval of the employment of the individuals appearing on the attached list as substitute teachers, nurses, general aides, bus drivers, bus aides and custodians for the district on an as-needed basis, effective September 1, 2023 through June 30, 2024, at the currently-approved hourly and daily rates, pending receipt of required clearances. (**Attachment: Pers. #13**)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Seam Henderson	_____ Stacey Muscarella

B. Education

It is recommended that the Board of Education approve the following action items:

1. Approval of a contract renewal with The Wright Choice for substitute nurses, as needed, at a rate of \$52.00/hour for a Registered Nurse for the 2023-2024 school year.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

C. Administration

It is recommended that the Board of Education approve the following action items:

1. Approval of Lisa Schreyer to attend an online Webinar: *Wilson Virtual PD – Spotlight on Dyslexia* on June 7-8, 2023 at a cost of \$79.00.
2. Approval of the Summer Externship Placement of Erin West with Michelle Giuliano from July 5, 2023 through August 8, 2023, under the auspices of Rowan University.

3. Approval of the completion of the Comprehensive Equity Plan Needs Assessment and the submission of the 2023-2026 Comprehensive Equity Plan.
4. Acknowledgement of safety drills conducted in the district schools:
 - a. Fire Drill
 - 1) Pleasant Valley School – May 26, 2023 (AM)
 - 2) Harrison Township School – May 31, 2023 (PM)
 - 3) Pleasant Valley School – June 7, 2023 (AM)
 - b. Lockdown Drill
 - 1) Pleasant Valley School – May 31, 2023 (PM)

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

D. Policy

It is recommended that the Board of Education approve the following action items:

1. Second Reading of updated Board Policy 4119.22/4219.22 – Conduct and Dress.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

E. Transportation

It is recommended that the Board of Education approve the following action items:

1. No items at this time.

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

F. Buildings & Grounds

It is recommended that the Board of Education approve the following action items:

1. Approval of the following group to utilize the facilities for the 2023-2024 fiscal year as outlined below:

<u>Name</u>	<u>Location</u>	<u>Type of Use</u>
Girl Scouts	HTS Activity Center	Meetings

MOTION TO APPROVE: _____ **SECOND:** _____

Roll Call:

_____ Jennifer Bowen	_____ Janette Coslop	_____ Marissa Straccialini
_____ Walter Bright	_____ Louis DiBacco	_____ Shannon Williams
_____ Cristie Clark	_____ Sean Henderson	_____ Stacey Muscarella

XI. New Business:

XII. Old Business:

XIII. Audience Participation II:

XIV. Recess into Executive Session (if necessary):

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session from which the general public will be excluded to discuss school matters. The results of this session will be made public immediately after or as soon thereafter as a decision is reached. Action may be taken.

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XV. Out of Executive Session:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

XVI. Adjournment:

MOTION TO APPROVE: _____ **SECOND:** _____

Time: _____ **Voice vote:** _____

**HARRISON TOWNSHIP SCHOOL DISTRICT
MULLICA HILL, NEW JERSEY**

BOARD OF EDUCATION REGULAR MEETING

Monday, June 12, 2023 – 7:00 PM

AGENDA – Closed Session

1. Attorney client privilege